

**Award of Career Advancement Scheme  
to the Academic Officers / Teachers of  
Constituent Colleges, Livestock Farms  
and Institutes under the Maharashtra  
Animal & Fishery Sciences University,  
Nagpur as per ICAR / UGC Regulations  
dated 18<sup>th</sup> July, 2018.**

**GOVERNMENT OF MAHARASHTRA**  
**Agriculture, Animal Husbandry, Dairy Development and Fisheries Department**  
**Government Resolution No: Mapavi 2021/CR 47/ ADF 2 (MAFSU)**  
Mantralaya Annex, Mumbai – 400 032.  
Date : 06 February, 2023

- Read :-**
1. Government Resolution, Agriculture, Animal Husbandry, Dairy Development and Fishery Department No. : मपवि २००९/प्र.क्र. ४४८/पदुम १(अ), Dated 15<sup>th</sup> July, 2010
  2. Government Notification, Agriculture, Animal Husbandry, Dairy Development and Fishery Department No. Sankirna 2012/ C.R. 114/ 7A, dated 15<sup>th</sup> March, 2014
  3. Govt. of India, MHRD, Department of Higher Education, New Delhi letter F. No. 1-7/2015-U.II (1), Dated 2<sup>nd</sup> November 2017.
  4. Govt. of India, MHRD, Department of Higher Education, New Delhi letter F. No. 1-7/2015-U.II (2), dated 8<sup>th</sup> November 2017.
  5. UGC Letter F. No. 23-4/2017 (PS), dated 31<sup>st</sup> January 2018
  6. Indian Council of Agricultural Research, New Delhi Letter F. No. Agril. Edn. 17 (8) 2018- A&P, Dated. 30<sup>th</sup> May 2018
  7. University Grants Commission Notification No. F.1-2/2017(EC/PS), dated 18<sup>th</sup> July, 2018
  8. Agriculture, Animal Husbandry, Dairy Development and Fishery Department, Government Resolution No: eifo 2017/ iz-Ø- 34/ Egkilq, fnukad 27 IIVsacj] 2018
  9. Higher & Technical Education Department, Government of Maharashtra Resolution No. Misc- 2018/C.R-56/18/UNI-I, dated 08 March, 2019.
  10. Department of Agricultural, Animal Husbandry, Dairy Development and Fisheries Govt. of Maharashtra Resolution No. MAPAVI 2017/C. R. 34/MAFSU, Dated 03<sup>rd</sup> February, 2020
  11. Department of Agricultural, Animal Husbandry, Dairy Development and Fisheries Govt. of Maharashtra Resolution No. MAPAVI 2019/C. R. 37/MAFSU, Dated 08<sup>th</sup> March, 2021
  12. Letter no. MAFSU/EST-1/462/2021, dated 14<sup>th</sup> June, 2021, from Registrar, Maharashtra Animal and Fishery Sciences University, Nagpur
  13. Letter no. MAFSU/EST-1/514/2022, dated 13<sup>th</sup> July, 2022, from Registrar, Maharashtra Animal and Fishery Sciences University, Nagpur
  14. Letter no. MAFSU/EST-1/1463/2022, dated 30<sup>th</sup> December, 2022, from Registrar, Maharashtra Animal and Fishery Sciences University, Nagpur

**Preamble:-**

The State Government vide reference No. 11 has extended the benefit of the revised pay scales (7<sup>th</sup> Pay Commission) as recommended by the University Grants Commission and Indian Council of Agricultural Research to the Academic Officers of the Constituent Colleges, Livestock Farms and other Institutes under the Maharashtra Animal & Fishery Sciences University, Nagpur with retrospective effect from 1<sup>st</sup> January, 2016.

The implementation of Career Advancement Scheme as per UGC Regulation 2018 under reference No. 7 to the Academic Officers of MAFSU, Nagpur was under consideration of the State Government and accordingly the following resolution is being issued.

**Resolution: -**

The State Government has decided to implement Career Advancement Scheme as prescribed by UGC under reference No. 7 to the Teachers /Academic Officers of Maharashtra Animal & Fishery Sciences University, Nagpur working under its constituent Colleges, Livestock Farms, Wildlife Research and Training Centre, Gorewada, Sub Centre, Udgir.

The Academic Officers those who are due or have been assessed/ awarded the benefits of Career Advancement Scheme in between 01/01/2016 and 08/03/2021 will be governed by the terms and conditions and qualifications prevalent at that time. There will be no change in this regard and the benefits awarded or due to be awarded under the existing Career Advancement Scheme during this period will remain unchanged. The following provisions of Career Advancement Scheme as prescribed by UGC vide its Regulations dated. 18/07/2018 shall be applicable to the Academic Officers of MAFSU, Nagpur from dated 08/03/2021 onwards.

However, the date of implementation of revised pay shall be effective from dated 01/01/2016 and pay fixation method as prescribed vide G. R. under reference no. 11 shall be applicable. Other conditions mentioned in G. R. under reference no. 10 shall also remain applicable to the Academic Officers of the University.

1. The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/Colleges as per the UGC/National Assessment Accreditation Council (NAAC)/ICAR guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Associate Dean/Director of Institute, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution.
- 1 (A) **The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria**
  - (i) **Teaching-Learning and Evaluation** : The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting moderation for university/ college examinations, participation in the evaluation of examination answer scripts, coding, decoding work, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
  - (ii) **Personal Development Related to Teaching, Research and Extension Activities:** Attending orientation/refresher/methodology courses, development of e-contents and Massive Open Online Courses (MOOC's), organising seminar/symposia/conference/workshop / training / **presentation** of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.

**(iii) Administrative Support and Participation in Students' Co- curricular and Extra-curricular Activities.**

**(B) Assessment Process:**

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

**Step 1:** The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma to be designed by the concerned University based on Tables 1, 2, 4 and 5 of Appendix II of UGC regulations 2018. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher- in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.

**Step: 2:** After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

**Step 3:** A CAS Promotion shall be granted as mentioned in para 6 of these Rules.

**2. Assessment Criteria and Methodology:** The following tables as approved by the Academic and Executive Council of the University shall be applicable for CAS.

- (a) Tables 1 and 2 are applicable to Assistant Professors/Associate Professors /Professors /Senior Professor and equivalent Academic Officer in Universities and Colleges;
- (b) Table 3 is applicable to Assistant Librarians/College Librarians and Deputy Librarians and equivalent Academic Officer.
- (c) Table 4 is applicable to Assistant Directors, Physical Education & Sports / Assistant Professor (Physical Education)/ Sports Officer/College Director of Physical Education Sports and Deputy Directors/Directors of Physical Education and Sports.

**3. The “Screening-cum-Evaluation Committee” for CAS promotion of Assistant Professors /equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:**

**A. For University Teachers/Academic Officers:**

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department /Chairperson of the School; and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

**B. For University Assistant Librarian/College Librarian/Librarian cum Information Officer:**

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty nominated by the Vice Chancellor;
- iii) The Librarian, University Library; and

- iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

**C. For University Assistant Director, Physical Education and Sports/Assistant Professor (Physical Education)/ Sports Officer :**

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty nominated by the Vice Chancellor;
- iii) The University Director, Physical Education and Sports; and
- iv) One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

**Note: The quorum for these committees in all categories shall be three which will include one subject expert/ university nominee.**

- 4.** The criteria for promotions under Career Advancement Scheme laid down under UGC Regulations, 2018 shall be effective from the date of G. R. issued on 08.03.2021. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing rules, a choice may be given to them, for being considered for promotions under the existing Rules. This option can be exercised only within three years from G. R. dated 08/03/2021 (ref 11).
- (i) A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college the Assessment Criteria and methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out by the University. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/ College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these rules as on and till the date on which these rules are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.
  - (ii) The Selection Committee specified in UGC Regulations 2018 shall be applicable to all direct recruitments of faculty positions and equivalent Academic Officers and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor and for equivalent Academic Officers after the amendment in these regard is made in the University Act and Statutes. Till the amendment is made the existing Selection Committees shall remain operative.
  - (iii) The CAS Promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a “Screening – cum Evaluation Committee” following the criteria laid down by the University on the basis of parameters prescribed in Table 1.

- (iv) The Promotion under the CAS being a personal promotion to a Teacher holding a substantive sanctioned post, on his / her superannuation, the said post shall revert back to its original cadre.
- (v) For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.
- (vi) The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables as designed by the University by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates
- (vii) After sending a general circular, if a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
- (viii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria laid down by the University based on the parameters defined in Tables 1, 2, 3 and 4 at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- (ix) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the due date of promotion.

**5. The teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following :**  
Regarding the cases pending for promotion from one Academic Level / Grade Pay to another Academic Level / Grade Pay under the Career Advancement Scheme provided under the UGC Regulations 2010 and as prescribed vide G. R. Dated 27/09/2018, the Teachers shall be given the option to be considered for the promotion from one Academic Level / Grade Pay to another Academic Level / Grade Pay as per the following.

- (a) The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS under these Rules

**OR**

- (b) The faculty members shall be considered for the promotion from one Academic Level/ Grade Pay to another as per the CAS provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments as prescribed under reference No. 8 with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) up to dated 08/03/2021.

The relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) up to dated 08/03/2021 for the promotion from one Academic Level / Grade Pay to another under CAS as provided in UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments, is defined as under :

- (i) Exemption from scoring under Category I, as defined in Appendix III of UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments including University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016, for faculty and other equivalent cadre positions.
- (ii) Scoring in Category II and Category III for faculty and other equivalent cadre positions shall be as provided for in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 with the following combined minimum API score requirement for Category II and Category III taken together, as mentioned below:

**Note:** There shall be no minimum API score requirement for Category II and Category III individually.

**TABLE-A**

**(Minimum API requirement for promotion of Teachers / Academic Officers of the University under CAS)**

<b>Sr. No.</b>		<b>Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)</b>	<b>Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)</b>	<b>Assistant Professor (Stage 3/AGPRs. 8000/) to Associate Professor (Stage4 /AGP Rs.9000/-)</b>	<b>Associate Professor (Stage 4 / AGP Rs.9000/- to Professor (Stage 5 /AGP Rs.10000/-)</b>
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessmentperiod	120/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

**Table-B**  
(Minimum API requirement for promotion of Library staff of Universities under CAS)

Sr. No		Assistant Librarian / College Librarian (Stage1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Librarian/ College Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian/College Librarian (Selection Grade/Deputy Librarian) (Stage 3/AGP Rs.8000/-) to Deputy Librarian(Stage 4/ AGPRs.9000/-)	Deputy Librarian (Stage 4/AGP Rs. 9000/-) to Deputy Librarian (Stage5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

**Table- C**  
(Minimum API requirement for promotion of Assistant Professor, Physical Education/ Sports Officer/ Assistant Director/Deputy Director/University Director of Physical Education and Sports)

Sr. No.		Assistant Professor, Physical Education/ Sports Officer (Stage 1/ AGP Rs. 6000/- to Stage2/AGP Rs.7000/-)	Assistant Professor, Physical Education/ Sports Officer (Stage2/ AGP Rs.7000/-) to AssistantDirector (Selection Grade) / Deputy Director (Stage 3/AGPRs.8000/-)	Assistant Professor, Physical Education/ Sports Officer (Selection Grade) /Deputy Director (Stage 3/AGP Rs.8000/-) to Deputy Director (Stage 4 /AGP Rs.9000/-)	Deputy Director (Stage 4/AGP Rs.9000/-) to Deputy Director (Stage 5AGP Rs10,000/-)
1	Research andAcademic contribution (Category III)	40/ assessment period	100/ assessment period	90/ assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

VIII. The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2018.

**6. STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS /ASSOCIATE PROFESSORS / PROFESSORS**

- (A) The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfil the eligibility and performance criteria as laid down in these rules.



**(B) Eligibility criteria for University teachers under Career Advancement Scheme (CAS) :**

**I Assistant Professor and equivalent Academic Officer (Academic Level 10) to Assistant Professor and equivalent Academic Officer (Senior Scale/Academic Level 11)**

**Eligibility:**

- (1) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses such as Veterinary Science, Dairy Technology and Fishery Science or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course.
- (2) Attended one Orientation/refresher course of 21 days duration on teaching/research/extension methodology;
- (3) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes or any such programme of at least one week (5 days) duration, or taken one MOOCs course (with e- certification) or development of e-contents in four-quadrants / Massive Open Online Courses (MOOC's) course during the assessment period; and
- (4) Published one research publication in the peer-reviewed journals or University Grants Commission (UGC) listed / National Academy of Agricultural Sciences (NAAS) rated journals during assessment period.

**CAS Promotion Criteria :**

A teacher shall be promoted if;

- i. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be as provided in Table 1 and as designed by the University, and;
- ii. The promotion is recommended by the screening-cum evaluation committee.

**II Assistant Professor and equivalent Academic Officer (Senior Scale / Academic Level 11) to Assistant Professor and equivalent Academic Officer (Selection Grade/Academic Level 12)**

**Eligibility:**

- (1) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- (2) Ph.D. Degree in the subject concerned/allied/relevant discipline.
- (3) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/ Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/Extension Programmes/Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course /programme of at least two



weeks (ten days) duration), or, completed one Massive Open Online Courses (MOOC's) course in the relevant area (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of Massive Open Online Courses (MOOC's) course/ contribution towards conduct of a MOOCs course during the period of assessment.

- (4) Published three research papers in the peer-reviewed journals or University Grants Commission (UGC) listed / National Academy of Agricultural Sciences (NAAS) rated journals during assessment period.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i. The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, as prescribed in Table 1 and as designed by the University and;
- ii. The promotion is recommended by the Screening-cum-evaluation committee.

**III Assistant Professor and equivalent Academic Officer (Selection Grade/Academic Level 12) to Associate Professor and equivalent Academic Officer (Academic Level 13A)**

**Eligibility:**

- (1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- (2) Ph.D Degree in the subject concerned/allied/relevant discipline.
- (3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme or any such programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e- certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- (4) A minimum of seven publications in the peer-reviewed or University Grants Commission (UGC) listed / National Academy of Agricultural Sciences (NAAS) rated journals out of which three research papers should have been published during the assessment period.
- (5) Evidence of having guided at least one Ph.D. candidate / Master's candidate / PI or Co-PI of National Funding agency Project / 5 research Paper in addition to the publications prescribed under sr. no. 4/ two recommendations of Joint Animal Science Research Council (JASRC) of university/ five success stories published by university.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Table 1, and has a research score of at least 70 as per Table 2 as designed by the University.
- ii. The promotion is recommended by a selection committee.

**IV Associate Professor and equivalent Academic Officer (Academic Level 13A) to Professor (Academic Level 14)**

**Eligibility:**

- (1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- (2) Ph.D. degree in the subject concerned/allied/relevant discipline.
- (3) A minimum of ten research publications in the peer-reviewed or University Grants Commission (UGC) listed / National Academy of Agricultural Sciences (NAAS) rated journals out of which three research papers should have been published during the assessment period. At least one research publication should be as first author / corresponding author.
- (4) Evidence of having successfully guided one Ph.D. candidate / two Master's candidate / PI or Co-PI of National Funding agency Project / 5 research Paper in addition to the publications prescribed under sr. no. 3 / three recommendations of Joint Animal Science Research Council (JASRC) of university / seven success stories published by university.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Table 1, and at least 110 research score, as per Table 2 as designed by the University.
- ii. The promotion is recommended by a selection committee.

**V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)**

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject - experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

**Eligibility:**

- i. Ten years' experience as a Professor or equivalent Academic Officer.
- ii. A minimum of ten publications in the peer-reviewed or University Grants Commission (UGC) listed / National Academy of Agricultural Sciences (NAAS) rated journals and Ph.D. degree has been successfully awarded to two candidates / Masters degree has been

successfully awarded to six candidates under his/her supervision during the assessment period.

**C. Career Advancement Scheme (CAS) for Librarians**

**Note:** 1) The following provisions shall apply only to those persons who are not involved in the teaching of Library Science.

2) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

**I From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) and equivalent Academic Officer to University Assistant Librarian (Senior Scale/Academic level 11)/ College Librarian (Senior Scale/Academic level 11) and equivalent Academic Officer:**

**Eligibility:**

- 1) Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil. or a Ph.D. degree.
- 2) He/she has attended at least one Orientation/refresher course of 21 days duration; and
- 3) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Table 3.

**CAS Promotion Criteria:**

University Assistant Librarian / College Librarian shall be promoted if :

- i. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Table 3 and as designed by the University, and
- ii. The promotion is recommended by a screening-cum-evaluation committee.

**II. From University Assistant Librarian (Senior Scale/Academic level 11) /College Librarian (Senior Scale/Academic level 11) and equivalent Academic Officer to University Assistant Librarian (Selection Grade/ Academic level 12) / College Librarian (Selection Grade / Academic level 12) and equivalent Academic Officer**

**Eligibility:**

- 1) He/she has completed five years of service in Senior Scale/Academic level 11.
- 2) He/she has done any two of the following in the last five years:
  - (i) Training /Seminar/ Workshop/ Course on automation and digitalisation, (ii) Maintenance and other activities as per Table 3 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of

at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

**CAS Promotion Criteria:**

An individual shall be promoted if :

- (i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Table 3 and as designed by the University, and;
- (ii) The promotion is recommended by a screening-cum-evaluation committee.

**III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) and equivalent Academic Officer to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A) and equivalent Academic Officer**

- 1) He/she has completed three years of service in Selection Grade /Academic level 12.
- 2) He/she has done any one of the following in the last three years : (i) Training/ Seminar/ Workshop /Course on automation and digitalization, (ii) Maintenance and related activities as per Table 3 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iv) Taken/developed one MOOCs course in the relevant area (with e-certification), and (v) Library up-gradation course.

**CAS Promotion Criteria:**

An individual shall be promoted if :

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Table 3 and as designed by the University; and
- ii) The promotion is recommended by a Selection Committee on the basis of the interview performance.

**IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarians (Academic Level 13A) and equivalent Academic Officer to University Deputy Librarian/College Librarians (Academic Level 14) and equivalent Academic Officer shall be the following:**

- 1) He/she has completed three years of service in Academic Level 13A.
- 2) He/she has done any one of the following in the last three years:
  - (i) Training/Seminar/Workshop/Course on automation and digitalization,
  - (ii) Maintenance and related activities as per Table 3 of at least two weeks (ten days) duration,
  - (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),
  - (iv) Taken/developed one MOOCs course in the relevant area (with e-certification), and

- (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) Ph.D. Degree in Library Science/Information Science/ Documentation / archives and Manuscript- Keeping

**CAS Promotion Criteria:**

An individual shall be promoted if :

- (i) He/she gets a ‘satisfactory‘ or ‘good‘ grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified Table 3 and as designed by the University; and
- (ii) The promotion is recommended by a Selection Committee on the basis of the interview performance.

**D. Career Advancement Scheme (CAS) for Assistant Professor (Physical Education)/ Sports Officer in Universities**

Note: 1) The following provisions shall apply only to those persons who are not involved in the teaching of Physical Education and Sports.

- 2) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports/ Assistant Professor (Physical Education) / Sports Officer shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

**I. From Assistant Professor (Physical Education) / Sports Officer (Academic Level 10) to Assistant Professor (Physical Education)/Sports Officer (Senior Scale/Academic Level 11).**

**Eligibility:**

- 1) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with M.Phil. degree or six years of service for those without a M.Phil or Ph.D. degree.
- 2) He/she has attended one Orientation course of 21 days duration; and
- 3) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

**CAS Promotion Criteria:**

An individual shall be promoted if :

- i) He/she gets a ‘satisfactory‘ or ‘good‘ grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Table 4 and as designed by the University; and
- ii) The promotion is recommended by a screening-cum-evaluation committee

**II. From Assistant Professor (Physical Education) / Sports Officer (Senior Scale/Academic Level 11) to Assistant Professor (Physical Education) / Sports Officer (Selection Grade /Academic Level 12)**

**Eligibility:**

- 1) He/she has completed five years of service in Senior Scale/Academic Level 11.
- 2) He/she has done any two of the following in the last five years:
  - (i) Completed one course / programme from among the categories of refresher courses, research methodology workshops,
  - (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration,
  - (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual shall be promoted if :

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Table 4 and as designed by the University, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee .

**III. From Assistant Professor (Physical Education) / Sports Officer (Selection Grade/ Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)**

**Eligibility:**

- 1) He/she has completed three years of service in Selection Grade/Academic Level 12
- 2) He/she has done any one of the following during last three years:
  - (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop,
  - (ii) Teaching-Learning- Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration,
  - (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period as specified in Table 4 and as designed by the University, and;
- ii) The promotion is recommended by a selection committee on the basis of the interview performance.

**IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports (Academic Level 13A) to University Director Physical Education and Sports (Academic Level 14) shall be the following:**

**Eligibility:**

- 1) He/she has completed three years of service in Academic Level 13A.
- 2) He/she has done any one of the following during last three years:
  - (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop,
  - (ii) Teaching- Learning- Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),
  - (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like State / national / interuniversity / combined university, etc.
- 5) Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

**CAS Promotion criteria :**

An individual may be promoted if;

- i) He/she gets a ‘satisfactory‘ or ‘good’ grade in the annual performance assessment reports of at least two out of the last three years of the assessment period as specified in Table 4 and as designed by the University, and;
- ii) The promotion is recommended by a selection committee on the basis of the interview performance.

**7. Counting of Past Services for Direct Recruitment and Promotion under CAS**

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the Council of Scientific and Industrial Research (CSIR), Indian Council of Agricultural Research (ICAR), Defence Research and Development Organization (DRDO), University Grants Commission (UGC), Indian Council of Social Science Research (ICSSR), Indian Council of Medical Research (ICMR) and Department of Biotechnology (DBT), State Agriculture University (SAUs) / Veterinary Universities should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.



- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
  - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
  - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee /Selection Committee constituted as per the rules of the respective university;
  - (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/ Government), while counting the past service under this clause.

#### **8. Pay Fixation on promotion under Career Advancement Scheme**

When an individual gets a promotion by career advancement scheme his new pay on promotion would be fixed in the pay Matrix as follows:

On promotion by Career Advancement Scheme, he would be given a notional increment in his existing Academic Level of Pay by moving him to the next higher cell at that level. The pay shown in this cell would now be located in the new Academic level corresponding to the post to which he has been promoted. If a cell identical with that pay is available in the new level, that cell shall be the new pay otherwise the next higher cell in that level shall be the new pay of the teachers. If the pay arrived at in this manner is less than the first cell in the new level then the pay shall be fixed at the first cell of that level.

- 9.** The Academic Officers working in Teaching Veterinary Clinical Complex, Instructional Livestock Farm Complex, Wildlife Research and Training Centre, Sub-Centre, Udgir and the Academic Officers on deputation or whose services are pooled by the University within or outside the University for Administrative or any non-academic work which does not involve either teaching, research or extension activity will be assessed for award of promotion under Career Advancement Scheme on the basis of the annual confidential reports as mentioned in the following table.

Average Gradation of Annual Confidential Reports	Overall Grading for Assessment of Academic Officers (Table 1, 3 and 4)	Academic / Research Score (Table - 2)
A+	Good	200
A	Good	150
B	Satisfactory	110

10. The following committee will review the benefits of Career Advancement Scheme (CAS) awarded to the academic officer of Maharashtra Animal and Fishery Sciences University : -

- |                                                                                          |                    |
|------------------------------------------------------------------------------------------|--------------------|
| (1) Principal Secretary (ADF)                                                            | - Chairman         |
| (2) Joint Secretary/ Deputy Secretary                                                    | - Member           |
| (3) Under Secretary/ Desk Officer (ADF 2(MAFSU))                                         | - Member           |
| (4) Registrar, Maharashtra Animal and Fishery Sciences University                        | - Member           |
| (5) Comptroller, Maharashtra Animal and Fishery Sciences University                      | - Member           |
| (6) Deputy Registrar (Establishment), Maharashtra Animal and Fishery Sciences University | - Member Secretary |

11. Any academic officer of Maharashtra Animal and Fishery Sciences University /beneficiary if aggrieved of the benefit of the said Career Advancement Scheme (CAS) may appeal to the Principal Secretary (Animal Husbandry and Dairy), Department of Agriculture and ADF, Mantralaya, Mumbai.

These orders are issued with the concurrence of the Finance Department vide their unofficial reference No. UOR -399/2022/Seva 9, dated 15/12/2022.

This Government resolution of Maharashtra Government is available at the website [www.maharashtra.gov.in](http://www.maharashtra.gov.in). Reference no. for this is 202302061714004501. This order has been signed digitally.

By order and in the name of the Governor of Maharashtra.

( **Mansing Patil** )  
**Desk Officer, Government of Maharashtra**

**To**

1. The Secretary to the Governor, Raj Bhavan, Malabar Hill, Mumbai. (By letter)
2. The Secretary, ICAR, New Delhi (By Letter)
3. The Private Secretary to the Hon. Chief Minister
4. All the Principal Secretaries A.C.S.
5. The Private Secretary to the Dy. Chief Minister
6. The Private Secretary to all Ministers
7. The Personal Secretary to Minister for Animal Husbandry & Dairy Development.
8. J.S. to Chief Secretary
9. The Commissioner of Animal Husbandry, MS, Pune
10. The Commissioner of fisheries, MS, Mumbai
11. The Vice-Chancellor, Maharashtra Animal & Fishery Sciences University, Nagpur
12. The Registrar, Maharashtra Animal & Fishery Sciences University, Nagpur
13. The Comptroller, Maharashtra Animal & Fishery Sciences University, Nagpur
14. The Secretary to the Government of India, MHRD, (Depart of Education), New Delhi.
15. The Secretary, University Grants Commission, New Delhi.
16. The Account General (Accounts), Maharashtra- I and II, Mumbai and Nagpur.
17. The Account General (Audit), Maharashtra- I and II, Mumbai and Nagpur.

18. Resident audit officer, Mumbai
19. The Pay and Accounts Officer, Mumbai.
20. The Chief Auditor, Local Fund Accounts, Mumbai
21. The General Administration Department, Mantralaya
22. Select File.

Table - 1

## Assessment Criteria and Methodology for University Teachers

Sr. No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned) x 100%  (Classes taught includes sessions on tutorials, lab and other teaching related activities at TVCC, ILFC, WRTC, during ITP/ student READY Programme/ FIRWE or such other occasion)	80% & above - Good  Below 80% but 70% & above-Satisfactory  Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Associate Dean/Head of Department, Chairperson/ Dean/ Director/Co-ordinator/ Dy. Director / Research Officer/PS/CoE/ Dy. Registrar /Nodal Officer/ Liason Officer/Chairman Gymkhana/ Research Co-ordinator /DSW/ Hostel Warden /ADSW/ I/c Academic Cell/ I/c Exam Cell/ Technical Officer /Assistant Registrar/Assistant Comptroller/DDO/PAO etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops /Webinar, other college/university activities. (e) Evidence of actively involved in guiding Ph.D. /P.G. students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer-reviewed or NAAS/UGC list of Journals.	Good - Involved in at least 3 activities  Satisfactory - 1-2 activities  Not-satisfactory - Not involved / undertaken anyof the activities  <b>Note:</b>  Number of activities can be within or across thebroad categories of activities
<b>Overall Grading:</b>  <b>Good:</b> Good in teaching and satisfactory or good in activity at Sl.No.2. Or  <b>Satisfactory:</b> Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.  <b>Not Satisfactory:</b> If neither good nor satisfactory in overall grading  <b>Note:</b> For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.		

**Table 2**  
**Methodology for University Teachers for calculating**  
**Academic/Research score**

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgment for patent filing and approval letters, students' Ph.D. award letter etc.,)

<b>Sr. No</b>	<b>Academic /Research activity</b>	<b>Faculty of Veterinary Science / Dairy Technology / Fishery Science</b>
1	<b>(i) Research papers in peer-reviewed or UGC/ICAR listed /NAAS rated journals Refereed Journals as notified by the UGC/Research Papers Published in Referred/NAAS rated Journals*</b>	08 per paper
	<b>(ii) Other Reputed Journals as notified by the UGC/ICAR/NAAS Research Papers Published in Non-referred* but recognized and reputed journals / periodicals (having ISBN / ISSN numbers)</b>	03 per paper
2	<b>Publications (other than research papers)</b>	
	<b>(a) Books authored which are published by :</b>	
	International publishers Text/Reference, Books published by International Publishers established by peer review with ISBN/ISSN number etc.	12 per book for first author 06 per books for Co-author
	National publishers Text/Reference, Books published by National Publishers established by peer review with ISBN/ISSN number etc.	10 per book for first author 05 per book for Co-author
	Chapter in Edited Book i. Chapters in knowledge based volumes in International/National based publications with ISBN/ISSN number.	05 per chapter for first author 2.5 per chapter for Co-author
	ii. Chapters in Books published by local and other publishers	03 per chapter for first author 1.5 per chapter for Co-author
	Editor of book by International Publisher Subject Books published by International level publishers, with ISBN/ISSN number or State / Central Govt. publications/ Compendium	10 per book for first author 05 per book for Co-author
	Editor of book by National Publisher Subject Books published by National level publishers, with ISBN/ISSN number or State / Central Govt. publications/ Compendium	08 per book for first author 04 per book for Co-author
	Editor of book by other local Publisher Subject Books, published by Other local publishers	05 per book for first author 2.5 per book for Co-author
	Subject based reading materials or exercise material for Courses / Proceedings / Monographs / Training Manuals/Practical Manual / Souvenirs/ Compendium prepared or published at University / College level/ by Scientific organisation.	03 marks for each author in each case
	Technical/Popular articles	01 mark each
	<b>(b) Translation Works In Indian &amp; Foreign Languages by qualified faculties</b>	
	Chapter or Research paper	03 per chapter/research paper for first author 1.5 per

		chapter/research paper for co- author
	Books	08 per book for first author 04 per book for co-author
3	<b>Creation of ICT mediated teaching learning pedagogy &amp; content &amp; development of new and innovative courses and curricula</b>	
	<b>(a) Development of innovative pedagogy</b> i. Type of Teaching material developed Teaching/Research/Extension (PPT / Charts / Model / Specimen/ Videos / VCD / DVD/ Educational Video/Digital display system/Learning Mobile Applications/Design of lectures for smart screen/class room for teaching/Online classes/Development of Intranet/documentaries for students /Stake holders). ii. Web Based Learning and other Participatory Learning Skills to Students/Preparation of software /establishment of language laboratory	05 marks for each activity
	<b>(b) Design of new curricula and courses</b> Development/updating of subject contents/courses/curricula/SOP's	02 per curricula/course
	<b>(c) MOOCs</b>	
	Development of complete MOOCs in 4 quadrants (4 credit course)(in case of MOOCs of lessor credits 05 marks/credit)	20
	MOOCs (developed in 4 quadrant) per module/lecture	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02
	Course Coordinator and Coordinators and associates for MOOCs (4 credit course) (in case of MOOCs of lessor credits 02 marks/credit)	08 for Co-ordinator 4 for Co-coordinators and associates
	<b>(D) E-content</b>	
	Development of e-content in 4 quadrants for a complete course/e-book	12
	e-content (developed in 4 quadrants) per module	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02
	Editor of e-content for complete course/paper/e-book	10
	<b>(E) Development/Organization of online training courses / Entrepreneurial Learning Unit programmes / Entrepreneurship Development Programme / Tutorials on national &amp; international competitive examinations/ Co-ordinator and Co-coordinators for Online Competitive Examination / Co-ordinator and Co-coordinators for English Language Development and Improvement Resource/Co-ordinator and Co-coordinators for Personality Development, Human Values Resource using ICT based tools.</b>	05 for each activity
4	<b>(a) Research guidance</b>	
	Ph.D. Degree Awarded	10 per degree awarded as Major Advisor 05 per degree awarded as member Advisory Committee
	Ph.D. thesis submitted	05 per thesis submitted as Major Advisor 2.5 per thesis submitted as member Advisory Committee

	M.V.Sc., M.Sc., M. Tech., M.F.Sc. Degree Awarded	02 per degree awarded as Major Advisor 01 per degree awarded as member Advisory Committee
	M.V.Sc., M.Sc., M. Tech., M.F.Sc. thesis submitted	01 per thesis submitted as Major Advisor 0.5 per thesis submitted as member Advisory Committee
	<b>(b) Research /Infrastructure /Extension Projects Completed (Central &amp; State funded/Aided Agencies/ MAFSU Research Grants)</b>	
	Less than 10 lakhs	05 per project for PI 2.5 per Project for Co-PI
	More than 10 lakhs upto Rs. 19.99 lakhs	10 per project for PI 05 per Project for Co-PI
	More than 20 lakhs upto Rs. 49.99 lakhs	15 per project for PI 7.5per Project for Co-PI
	More than 50 lakhs	20 per project for PI 10 per Project for Co-PI
	<b>(c) Research /Infrastructure /Extension projects ongoing (Central &amp; State funded /Aided Agencies / MAFSU Research Grants)</b>	
	More than 10 lakhs	05 per project for PI 2.5 per Project for Co-PI
	Less than 10 lakhs	02 per project for PI 01 per Project for Co-PI
	<b>(d) Consultancy /Private agency projects / Intramural</b>	03 per project for PI 1.5 per Project for Co-PI
5	<b>(a) Patents</b>	
	International	10 for PI/first Inventor 05 for Co-PI / subsequent inventors
	National	07 for PI/first Inventor 3.5 for Co-PI / subsequent inventors
	<b>b) * Policy Document (Submitted to an international body/organisation like UNO/UNESCO/World Bank/International monetary fund etc. or Central Government or State Government)</b> MoU, MoA, Action Plan, Comprehensive Report, Annual Report, Perspective Plan, Development Plan, Proposals for establishment of new colleges/institutions/ laboratories/ KVK as per Central /State Government plans; Submission / Compilation of ICAR Deans Committee Reports, Peer Review Report, Accreditations Report, UGC recognition proposals, SOP's, etc.	
	International	10 for all committee members
	National	07 for all committee members
	State	04 for all committee members
	University	03 for all committee members
	<b>c) Awards/Fellowship/Recognition</b>	
	International Award/ Fellowship from Academic bodies/ Medal/Recognition by international bodies	07
	National Award/ Fellowship from Academic bodies/ Medal/Recognition by national bodies	05
	State / University level Award from Academic bodies/	03



	Professional Societies Best poster/ Oral Presentation award at National Seminar/ Symposium/ Conference/ Young Scientist Award/ State/ University Award/ Medal.	
	<b>(d) Research outcome / output</b> Technology transfer / Product / Process/ Research Recommendations, Technology / Machinery / Equipment developed or popularized, Prototype developed / commercialized, Protocol developed, Policy implementation, Price forecasting, Innovative technology developed, Software Development, New Diseases/ organisms Use of Bio-pesticide, Animal Germ plasm collection/ conservation, Product Preparation; Bakery/ Dairy / Poultry /Fishery, meat etc., Products/Chemical sample analysis, Clinical sample analysis/ Post mortem examination/major surgical operation: Large Animals / Small Animals/Gynaecological/Andrological/Medicinal/Clinical Cases/Cross Bred produced/ Soil and water analysis/Molecular characterization of food borne Micro organisms and Gene sequences published/ any other samples /Reproductive disorder management/ Artificial breeding/deworming/ Vaccination/ Sonography / Radiography /Feed analysis/ Feed formulation/ research trials conducted at farms etc.	05 for each item
	<b>(e) Special assignment</b> Centre of excellence, new centre of state/national importance created, Establishment of Institutional facilities (Testing laboratories/ Virtual laboratory / Molecular Laboratory/ Establishment of referral laboratory / Establishment of scintillography/ Endoscopy / Radiation work/ Bio control laboratory/ Bio-Pesticides laboratory, Bio- fertilizer production laboratory/ Food/Feed Testing Laboratory/ Incubation centres/ packing material testing / Weather Station/ Tissue culture laboratory/ Modernization of laboratories / Farm Semen Station, Educational Museum/ Departmental Laboratory/ Animal cafeteria, National level research committee member.	05 for each item
6	<b>*Invited lectures/ resource person/ paper/abstract presentation in seminars/conference/ full paper in conference proceedings (paper presented in seminars / conferences / workshops / symposium/research bulletins / trainings and also published as full paper in conference proceedings will be counted only once)</b>	
	International (Abroad)	07
	International (within country)	05
	National	03
	State/University	02
<b>7.</b>	<b>Extension Related activities</b>	
	1. Training organized (minimum 3 days)	4 for Co-ordinator and 2 for Co-coordinator
	Training organized (Less than 3 days)	2 for Co-ordinator and 1 for Co-coordinator
	2. Organization Extension Workshop /seminar/Webinar /farmers scientist meet/ kisan goshtis/awareness campaign	3 for Co-ordinator /organizing secretary and 2 for Co-coordinator / Co-organizing secretary
	3. Animal /Dairy/Fishery camps organized/ participated	2 for Co-ordinator and participant as an expert
	4. Livestock/fish /dairy/animal /birds / exhibition /shows organized / participated	2 for Co-ordinator and participant as an expert

	5.Demonstrations organized	1 for Co-ordinator and participant as an expert
	6.Work in adopted villages	1 for Co-ordinator and participant as an expert per week
	7.Work for SC/ST/ Underprivileged /Marginal communities	1 for Co-ordinator and participant as an expert
	8.Guidance for success stories	1 Mark each for one story for guides
	9.Organization/Implementations of Innovative extension programs	2 Marks each activity
	10.Television talks and Radio talks delivered	2 Marks for TV Talk and 1 for Radio talk
	11.Advisories for various stakeholders / Field-Farm visits	0.5 Mark for each activity
	12.Revenue generation through extension trainings/consultancy/services/ sale of products	1 mark for every Rs. five thousand
	13.Development of Mobile Applications / Development of specific Soft wares/websites/ applications on web	5 mark for each application
	14.E-Content on Institutional (MAFSU and Constituent Colleges and Institutes) You Tube and other social media like FB live / twitter etc.	03 mark for each case
	15.Development of video Documentaries	(less than 3 minutes 1 marks , more than 3 minutes 2 marks for each case)
<b>8</b>	<b>Administrative responsibilities such as Dean/ Director/ Associate Dean/Head/ Co-ordinator/ Dy. Director / Research Officer/PS/CoE/ Dy. Registrar /Nodal Officer/Chairman Gymkhana/ Research Co-ordinator/DSW/ Warden /ADSW/ I/c Academic Cell/ I/c Exam Cell/ Technical Officer/Assistant Registrar/DDO/PAO/ Warden etc.</b>	10 mark for completed 6 months and 5 marks additional each for every 6 months

**The research score for research papers would be augmented as follows :**

Peer-Reviewed or UGC listed / NAAS rated journals (Marks shall be given as per NAAS rating as follows) :

- i. Paper in refereed journals without NAAS rating - 05 points
  - ii. Paper with NAAS rating less than 1 - 10 points
  - iii. Paper with NAAS rating between 1 & less than 2 - 15 points
  - iv. Paper with NAAS rating between 2 & less than 5 - 20 points
  - v. Paper with NAAS rating between 5 & less than 10 - 25 points
  - vi. Paper with NAAS rating more than 10 - 30 points
- (a) Two authors: 70% of total value of publications for each author.
  - (b) More than two authors: 70% of total value of publications for First/Principal/ Corresponding author and 30% of total value of publication for each of the joint authors.

**Note :**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- \* For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b) Policy document and 6 Invited lecture/resource Person/Paper shall have paper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of eight categories.

**Table 3****Assessment Criteria and Methodology for Librarians**

Sr. No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> <li>• Library Resource and Organization and maintenance of books, journals and reports.</li> <li>• Provision of Library reader services such as literature retrieval services to researchers and analysis of report.</li> <li>• Assistance towards updating institutional website</li> </ul>	<p>90% and above - Good</p> <p>Below 90% but 80% and above – Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	<p>Good – 1 National level seminar/workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/workshop or 1 state level seminar/workshop + 1 institution level seminar/workshop or 4 institution seminar / workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3.	<p>If library has a computerized database then OR If library does not have a computerized database</p>	<p>Good – 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory. OR</p> <p>Good – 100% Catalogue database made up to date Satisfactory- 90% catalogue database made up to date Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p>
4.	Checking inventory and extent of missing books	<p>Good : Checked inventory and missing book less than 0.5%</p> <p>Satisfactory - Checked inventory and missing book less than 1%</p> <p>Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more.</p>

5.	<p>(i) Digitisation of books database in institution having no computerized database.</p> <p>(ii) Promotion of library network.</p> <p>(iii) Systems in place for dissemination of information relating to books and other resources.</p> <p>(iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.</p> <p>(v) Design and offer short-term courses for users.</p> <p>(vi) Publications of at least one research paper in UGC approved journals.</p>	<p>Good : Involved in any two activities</p> <p>Satisfactory : At least one activity</p> <p>Not Satisfactory : Not involved/undertaken any of the activities.</p>
Overall Grading	<p>Good : Good in Item 1 and satisfactory/good in any two other items including Item 4.</p> <p>Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4.</p> <p>Not satisfactory : If neither good nor satisfactory in overall grading.</p>	
<p>Note :</p> <ol style="list-style-type: none"> <li>(1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.</li> <li>(2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.</li> <li>(3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.</li> </ol>		

**Table 4****Assessment Criteria and Methodology for Physical Education and Sports**

Sr. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90-Satisfactory Less than 80 – Not satisfactory.
2.	Organizing intra college competition	Good-Intra college competition in more than 5 disciplines. Satisfactory- Intra college competition in 3-5 disciplines. Unsatisfactory - Neither good nor satisfactory.
3.	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/ District level competition in atleast 3 disciplines. Satisfactory-State level competition in atleast one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory – Neither good nor satisfactory.
4.	Upgradation of sports and physical training infrastructure with scientific and technological inputs.  Development and maintenance of play fields and sports and physical Education facilities.	Good / Satisfactory / Not-Satisfactory to be assessed by the Promotion committee.
5.	(i) At least one student of the institution participating in national / state / university (for college levels only) teams. Organizing state /national / inter university / inter college level competition.  (ii) Being invited for coaching at state / national level.  (iii) Organizing at least three workshops in a year.  (iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular college activities.	Good: Involved in any two activities. Satisfactory: 1 activity Not Satisfactory: Not involved / undertaken any of the activities.
Overall Grading	Good: Good in Item 1 and satisfactory / good in any two other items. Satisfactory : Satisfactory in Item 1 and satisfactory / good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	
<b>Note:</b> i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment. ii) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee. iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.		